

Submission of Proposed Orders Due from Judge Waites Court

Effectively immediately, all proposed orders requested as a result of a hearing before Judge Waites shall be submitted via e-mail to the following address:

JudgeWaites_POOrders@scb.uscourts.gov
(no spaces)

- Please send the order in either **Corel WordPerfect** or **Microsoft Word** format. THE COURT PREFERS WORDPERFECT FORMAT. If the document is in WordPerfect format, please ensure that the document has a file extension of .wpd (e.g. order.wpd). If the document is in Word format, the document file extension should be .doc (e.g. order.doc). Any other word processor format cannot be retrieved and is not acceptable.
- Send the order as an attachment to an e:mail message.
- It is the attorney's responsibility to ensure the order is received in chambers by the deadline imposed by the Court.
- Any difficulty in meeting these requirements should be reported by telephone to chambers at 803-253-3462 before the deadline.